



St Matthew's Church Harwell Annual Report 2010

The Annual Report

This is the annual report of the Parochial Church Council (PCC) for the Church of St Matthew's in Harwell, Oxfordshire. It covers the last financial accounting year for the church, which was the calendar year ending 31st December 2010. PCC members are elected on a yearly basis at the Annual General Meeting in April, so parts of this financial period were administered by the PCC elected in April 2009 and part by the PCC elected in April 2010. These PCCs were made up to some extent of different people.

Providing this annual report on the activities of the PCC and the parish generally is a legal responsibility of the PCC. The report aims to:

- a) provide the context in which the annual accounts can be understood;
- b) relate the accounts to the wider life of the church;
- c) link the financial plans for the vision of the future and review the past year.

The report is also expected to conform to the guidance in the "Statement of Recommended Practice" for reports and accounts issued by the Charity Commission. The reader needs to understand how the finances relate to the organisational structure and activities of the PCC.

This report was approved by the PCC and signed on their behalf by Tim Roberts, Chairman of Harwell PCC.

Background

St Matthew's Parochial Church Council (PCC) has the responsibility of co-operating with the Rector in promoting the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC works together with the Clergy and the Churchwardens to ensure continuity of ministry for regular services, to ensure that Children & Youth groups are properly run and staffed, and to organise home groups, social events, lay training courses, etc.. It has responsibility for managing the finances of the church, and to care for the church building and for St Matthew's Church Hall, which it wholly owns. The PCC liaises with the higher councils of the Church of England through its representation on the Deanery Synod, and participates in diocesan funding through the Parish Share.

In order to provide a framework for this work, the PCC has adopted a vision statement "Sharing life at the heart of the community, making followers of Jesus" and has based its strategy for fulfilling the vision around a number of key areas. Continual review of these areas provides a way to evaluate the extent to which our vision is being carried forward.

St Matthew's Church, Harwell, and All Saints' Church, Chilton, form a Joint Benefice. For efficiency and convenience the two PCCs regularly hold combined meetings, where members of the two PCCs come together to discuss matters that are common to both parishes before their individual meetings. Distinct from this, the Pastoral Measure provides for a Joint PCC, separate from the PCCs of the two churches. The two separate PCCs can agree to place in the hands of the Joint PCC any matters involving both parishes. It has not met throughout the year.

The PCC has delegated responsibilities for important areas such as finance and maintenance of the church buildings to a number of sub-committees. Details are given later in the report.

1 PCC Membership

The membership of the PCC includes the clergy, the churchwardens, representatives on Deanery Synod (all of these *ex officio*), plus members elected for one year at the Annual Parochial Church Meeting. From April 2010 to March 2011, the membership of Harwell PCC has been:

Clergy	Rev. Christopher Stott (Chairman until September 2010)	
Churchwardens	Allan Macarthur Tony Hughes	
Deanery Synod Representatives	Georgina Greer, Steve Tunstall	
Deanery Pastoral Committee	Gordon Gill	
Elected members	Scott Cockburn	(from April 2010)
	Kate Evans	(from April 2010)
	Sid Gale	
	Mel Gibson	Secretary, Deputy Church Warden.
	Gordon Gill	
	Vicky Macarthur	
	Tim Roberts	Vice Chairman (from 2010)
	Roz Shipp	Deputy Church Warden
	Jonathan Wood	(from April 2010)
	Jane Woolley	

The majority of PCC members are elected by the Church membership and seek to serve the interests of Church members in their common life in Christ. All PCC members therefore very much welcome hearing from Church members their views on matters that the Council is considering or any suggestions for topics of discussion.

The minutes of PCC meetings are published on the notice board in the porch at the main entrance to the church and on the church website (www.harwellandchiltonchurches.org.uk) and are available by email if requested from the secretary.

2 Committees and Representatives

The PCC has formed sub-committees for the following purposes:

Standing Committee	Required by law, with the power to transact the business of the PCC between meetings if necessary. The Rector, the Churchwardens, the Treasurer and the PCC Secretary
Finance and Budget	Proposes the Annual Budget and advises the PCC on matters concerning financial affairs. Peter Barclay-Watt (Chair), Jonathan Wood, Elizabeth Gill, Rector, Allan Macarthur and Sid Gale
Missions	Gives special attention to encouraging interest in overseas mission work and recommends the allocation of funds to overseas and home missions. Sid Gale (Chair), Kate Ullmer, Betty Pyke, Grace Mein, Georgina Greer

Buildings	Deals with maintenance, improvements and repairs to the church and church hall. Tony Hughes (Chair) Mel Gibson, Roz Shipp, David Pyke, Philip Roberts
Social	Vacancy exists for a co-ordinator.
Joint PCC representatives	Sid Gale, Georgina Greer and the standing members (the Rector, the Churchwardens, the Secretary and the Treasurer)
Worship	This committee is a joint committee with Chilton and is responsible for the planning and review of all aspects of worship, for the planning and preparation of Sunday worship, for ensuring that the varied gifts of the congregation are being used in worship and to explore and plan developments and new initiatives in worship. This group is currently not meeting. It is thought that it might be beneficial not to reform it while the post of Rector was vacant but a decision on this will be taken at a later date.
Ministry Leadership Team	This group consists of the Minister, Churchwardens, the Church Administrator and those authorised to lead services. Chris Stott (until September 2010), Steve Ward, Kate Evans, Joan Impey, Bruce Keeble, Naomi Gibson, Pam Rolls, Alex Reich, Carolyn Vickers, Gordon Gill and Vicky Macarthur, together with the Churchwardens from Chilton and Harwell

The PCC has also given special duties to the following, not all of whom are PCC members:

Bookkeeper	Elizabeth Gill
Treasurer	Jonathan Wood
Stewardship Secretary	Ruth Slatter
Christian Aid representative	Mary Hanley (from 2011)
Village Hall committee representative	Vicky Macarthur
Winterbrook Youth Club Representative	Tony Hughes
Churches Together in Didcot representative	Kate Evans
Electoral Roll Officer	Mike Pepper
Gift Aid Secretary	Geoff Jenkinson

3 Church Membership and Attendance

Throughout the Church of England attendance at church services is measured on the Sundays in October. The average figures per Sunday for St Matthew's for 2010 were: under 16 years old - 22, over 16 years old – 158.

The Electoral Roll is maintained by Mike Pepper. The number on the roll in April 2010 stood at 144.

4 Review of the Year

The PCC has met six times since the last annual report, including four combined meetings with Chilton PCC. The joint PCC did not meet.

There were two extra meetings, one with the Archdeacon, Norman Russell, and one with the Archdeacon and the Patrons.

The following summarises some of the main areas of PCC business during the year.

The Reverend Chris Stott

Chris retired as Rector of Harwell and Chilton on 31st October 2010 after 25 years. Church services are now conducted by the Ministry Team and Guest Preachers. Chris has made a huge contribution to



the well-being of both communities, not just as a churchman, but also as a supporter of, and participant in, many village activities. As Rector, he has provided spiritual leadership and encouragement to the members of St Matthew's, Harwell and All Saints', Chilton, and been responsible for seeing several people develop their own ministry, either through to ordination or as lay persons. The thriving congregations bear witness to the way that he has developed a pattern of services and other church activities that has brought new people to faith and has particularly fostered children's and youth groups. He has also enthusiastically supported affiliated organisations such as the very strong Scout Group and the two villages' Evergreen Groups. Chris was a Governor at Chilton School for 25 years and

also for a number of years at Harwell amongst other things leading countless school assemblies.

Many people will have experienced his prayerful guidance through happy times at baptisms and marriages and in sadder times at funerals. He also led Remembrance Service at Harwell for 25 years and has presided at the annual ceremony on the Harwell site to remember those who took off from the airfield as part of the D-Day forces. Importantly, Chris gave his support to non churchgoers and churchgoers alike, and encouraged others to do likewise.

Chris also took a wholehearted interest in village festivities. At Chilton, for example, he took part in church versus pub cricket matches and few in Harwell will forget his cameo performances in village pantomimes.

Eva has been at Chris's side throughout the 25 years, and many people have found companionship and comfort through her quiet and sincere friendship.

As Bruce Keeble said, the times they are a-changing. Bob Dylan's words sum up where we are going in the future. We react differently to change; sorry at losses and with differing ideas of what the future should hold. The Christian approach to change is, or should be, hope and hope that is confident and positive. Whatever else happens, surely one enduring need remains: our existing communities and the coming new developments still require people-persons of caring servant leadership.

On behalf of the PCC and all the church members, we thank Chris and Eva for all that they have done during their 25 years in Harwell and Chilton and ask for God's blessing on them as they move to new pastures.

Worship

The PCC received positive feedback over the year on the success of the worship group and the ability of the church to engage with all groups within the congregation. Christmas, Christingle and the Toy Service were enjoyed by the congregation with the toys once again being donated to the Oxford Women's Refuge.

Pam Rolls was ordained on the 3rd July as a Deacon at Christ Church Cathedral in Oxford. About 40 members of our two churches attended the service and many more came to enjoy a sumptuous celebration tea which was provided by the Chilton Wives Group. Pam felt very blessed by all the love, prayers and support which came from members of both churches and villages. She is now serving as a non-stipendiary Assistant Curate on a part time basis, offering approximately 25 hours per week to the ministry, and continues in Curacy training over the next three to four years. She is looking forward to being ordained to the priesthood at the end of June 2011.

A new, late afternoon, monthly service called Hands Free commenced on the 10th October 2010 with were 70 people present, which is better than the average attendance at evening services. It was proposed to have a service on the second Sunday of each month with refreshments at 4.30pm and the service starting at 5.00pm. It has made a very good start and people of varying age groups have taken part. The name Hands Free was chosen to give an idea of the spirit of a service where there is no formal agenda, and it conveys a sense of freedom in worship and the fact that there are no books or leaflets. The worship is flexible with the much of it being music led by a band at the front.



Songs of Praise

There was a Songs of Praise in St Matthew's Church on Sunday 12th September 2010, in thanksgiving to God for everything that Chris and Eva have done in Harwell and Chilton over the past 25 years.

The service took the form of hymns, introductions, reflections and readings. The service was led by Kate Evans. Introductions were given by Gordon Gill, Steve Ward, Allan Macarthur, Andrew Hayes and Kate Evans. Reflections came from Vicky Macarthur, Joan Impey, Alex Reich and Bruce Keeble. Readings were given by Tony Hughes, Carolyn Vickers and Naomi Gibson. Prayers were offered by Pam Rolls.

Members of St Matthew's Scout Group helped at the service in recognition of Chris's involvement with the Group, and Harwell Young Singers also took part.

In the evening there was an informal "Goodbye" with refreshments at Harwell Village Hall, with a presentation of gifts from the parishes and the Parish Councils of Harwell and Chilton.

Other topics

Deanery Pastoral Committee Paper. The PCC responded to options in a consultation paper on clergy posts in the Deanery produced by the Deanery Pastoral Committee and learned subsequently about Norman Russell's statement below.

Norman Russell has confirmed that there will be no impact on our vacancy to the reduction of stipendiary clergy. The Deanery had been alerted to the impending vacancy and been given opportunity to put forward representation to have the vacancy suspended. This had not been done. The appointment will proceed.

Appointment of the new Rector

A meeting was held on the 14th September with the Combined PCCs and the Archdeacon, Norman Russell, to discuss the process of appointing a new rector as Chris Stott was retiring on the 31st October 2010.

Each benefice has a Patron and in the case of Harwell and Chilton there are two “corporate bodies” the Church Pastoral Aid Society and the Oxford Diocesan Board of Patronage. The Diocesan Board of Patronage is an elected body chaired by the Bishop or Archdeacon. Two or three representatives from each body would be involved as members. Each Parish also has two representatives: those for Harwell are Allan Macarthur and Tony Hughes and those for Chilton are Andrew Hayes and Liz Morris. Each representative has a veto to be used if they feel the right person is not being appointed.

A Parish Profile has to be written before the post of Rector can be advertised, and this has to be produced and approved by the PCC. Thanks go to Hazel King, Mel Gibson, Pam Rolls and Steve Tunstall as the working party for drafting the Parish Profile.

The next stage is to advertise the post and draw up a short list for interviews in March.

Priests (Ordination of Women) Measure (1993)

Before the position of Rector could be advertised a decision had to be made on whether the PCC would accept women priests.

The purpose of the Measure is to advise members of PCCs and Parish Priests of their legal rights to ensure that women who have been lawfully ordained priest cannot:

- a) preside at or celebrate Holy Communion or pronounce the Absolution in the Parish
and/or
- b) become the incumbent priest–in-charge or team vicar.

The PCCs had to vote to pass or not pass the resolutions below:

Resolution A:

“That this Parochial Church Council would not accept a woman as the minister who presides at or celebrates the Holy Communion or pronounces the Absolution in the Parish.”

Resolution B

“That this Parochial Church Council would not accept a woman as the incumbent or priest-in-charge of the benefice or as a team vicar for the benefice.”

Result

Neither of these Resolutions were proposed or seconded by the PCCs and therefore the Parishes of Harwell and Chilton will accept a woman incumbent.

Pastoral Care

The Visiting Team continues to make a very valuable contribution to both the church and the wider community, but often this work is done out of sight of most people. As well as local visiting the Team also visits the Crown Nursing Home and Nursing Homes in Wantage, and helps with transporting people to medical and other appointments.

Children's and Youth Work

The PCC received generally positive reports on the regular Sunday groups for young people.

The Fledglings Group for pre-school children and their carers continues to flourish and every month they hold "Under his Wings" worship sessions.

Volunteers from St Matthew's again ran a week-long summer holiday club for children from the village



and surrounding areas. This year's club was called "Rocky's Plaice", a Scripture Union production set in "probably the best fish and chip shop in the world". Club sessions used drama, song, story-telling, awful jokes, games, craft and Bible study to explore the life and legacy of Peter, the rock on which the church was built. Outdoor games and daily swimming sessions ensured that the club promoted physical as well as spiritual well-being, and this year the drama production was especially effective. Numbers were down a little this year compared to previous years - perhaps because the club was held later in the holiday than usual – but despite this some 20 to 30 children aged between 5 and 11 years thoroughly enjoyed the

various activities each day. We would like to thank everyone who gave their time to help with the club, and especially thank the Headteacher and staff of Harwell School for letting us use their facilities.

The Youth Fellowship is a group for teenagers (typically 14-18 years old) who meet every Sunday night from 7pm to 8.30pm in term time. It is run by Steve Manning and Malcolm Birkinshaw with substantial input from its members. There are about 20 teenagers on the roll with an average of 15 meeting each Sunday. They discuss a diverse range of topics using various resources including YouTube clips, CDs, the Bible and short home made films. Topics this year have included "Who is Jesus?" (using Mark's Gospel), "What is a Christian?", "Leaving our comfort zone" (using the Gospel passages of Jesus walking on water), "Alcohol" (Steve unearthed a wonderful description from the old testament of a hangover) and, more recently, "What is Grace?". They also went to the Church Great Day Out at Loughborough and enjoyed worship in the open air featuring Tim Hughes and Graham Kendrick. Items discussed were Eden and Outreach, helping troubled communities in the UK. Malcolm also twinned his toilet with one in Rwanda, a present from Mandy.



The YF also attend a Saturday night function in Oxford called Vertigo, a gathering of about 200 teenagers for worship, a message, discussion and prayer. At each weekly meeting concerns are aired, exams being high on the list. Concerns were expressed for Jack Cummings, a seriously injured young soldier from Didcot who has finally moved to Hedley Court for rehab after 180 days in intensive care in Birmingham. Prayers during the meeting are led by group members and squash and biscuits are served at the end when everybody "chills out".

Communication

A Glossy Brochure of Harwell Village Church Activities was produced. Copies are available in the church and can be downloaded from the church website www.harwellandchiltonchurches.org.uk.

The church directory was updated in November 2011.

5 Financial Position

Thanks to efforts made by the congregation, our Planned Giving was up on last year to £44,119, an increase of £521. Donations were up by £496 and loose alms down by £575.

The Parish Share remained the same at £43,298.

The deficit on the year for the General Fund is £11,439, compared to the deficit of £10,270 anticipated in the 2010 budget. This is the figure in the accounts, which includes £278 owed to Chilton at the end of 2009 from an overpayment on the Joint expenses. This amount does not appear in the Expenses and Income report which relates solely to Harwell items and consequently shows a deficit of £11,161.

Overall expenditure was just under budget with a few exceptional items which were covered by matching private donations (e.g. the Glossy Brochure and the Barnabas Day at Harwell School).

The bank reserves have increased by £3,049 to £38,000. This represents less than half of our yearly turnover and is somewhat below the sum recommended for charitable organisations.

Budget and Spend

The full and independently examined accounts for 2010 are published separately. These should be read in conjunction with this report.

Below is a summary of our income and expenditure over the years 2009 and 2010 and the approved budget for 2011.

<u>Church Payments</u>	<u>2009 (actual)</u>	<u>2010 (actual)</u>	<u>2011 (budget)</u>
Parish Share	£43,298	£43,298	£43,298
Mission Giving	£10,000	£10,000	£10,725
Local Care & Emergency Aid	£500	£563	£600
Joint PCC Expenditure	£7,819	£8,260	£8,505
Harwell PCC Expenditure	£14,368	£18,203	£20,050
<u>TOTAL</u>	<u>£75,985</u>	<u>£80,324</u>	<u>£83,178</u>

<u>Income</u>	<u>2009 (actual)</u>	<u>2010 (actual)</u>	<u>2011 (budget)</u>
Envelopes/planned giving	£43,598	£44,119	£51,600
Tax recovered	£12,435	£14,080	£11,875
Loose Alms	£5,606	£5,031	£5,000
Donations/legacies/other	£14,861	£15,537	£5,000
Fees	£1,896	£1,831	£1,500
Church Hall	£0	£0	£0
Interest	£467	£194	£500
VAT reclaim	£0	£254	£0
Transfer from designated fund	-£588	-£11,702	£0
<u>TOTAL</u>	<u>£78,275</u>	<u>£69,162</u>	<u>£75,475</u>
<u>Net surplus/ Deficit</u>	<u>£2,298</u>	<u>-£11,161</u>	<u>-£7,703</u>

6 Missions, Local Charity and Emergency giving 2010

The Missions Group continued their work to support mission. The distribution of the budget for the support of missionary work that was agreed by the committee and the PCC is given in the table below.

<u>Charity</u>	<u>Amount</u>
<u>Mission Giving</u>	
John Abu Bakker	£650
CPAS	£900
Gideons	£700
Scripture Union	£550
Bible Society	£550
The Eden Network	£350
Church Army	£450
Missionary Aviation Fellowship	£700
Barnabas Fund	£450
Action Partners (Christine Perkins)	£1,800
CMS (David and Heather Sharland)	£2,900
<u>TOTAL</u>	<u>£10,000</u>
<u>Special Collections</u>	
TEAR fund (Harvest Sale Lunch)	£449
Children's Society (Christingle)	£176
CMS (boxes)	£550
Christian Aid (Carol Service)	£218
Haiti Disaster Appeal	£538
Pakistan Flood Appeal	£544
Bishop's Outreach at Confirmation Service	£433
Ride or Stride	£161
Chris and Eva's Retirement Collection	£4,314
<u>TOTAL</u>	<u>£7,383</u>

7 Fabric Report

Summary of work carried out to the church in 2010

A special mention is due to all those who have given their time, either on a regular or occasional basis, to maintain and enhance our buildings. Thanks are due also to those members of the church who give their time to ensure our buildings are kept clean and tidy, who decorate them, and who generally contribute to their upkeep.

The log book of church repairs has been maintained and is presented with this report.

The Terrier, recording details of the church buildings and land is held as subsection 1.2.2 of the church's Maintenance and Operations Manual and is also presented, along with the inventory of valuables.

There is a log- book of repairs and maintenance for the church hall.

The Quinquennial Inspection was carried out by the Church Architect, Philip Waddy, in June 2010. His report was complimentary about the state of the church and the standard of care, and there are no items identified for urgent attention. The Buildings Committee has an action plan in place for following up the recommendations in the report.

Key items of work carried out in 2010 are as follows.

Electrical

All portable electrical equipment in the church and church hall was tested, with unsafe items being disposed of, and other items being repaired. The church Lightning Protection system was also tested, passed, and issued with a certificate.

External

The "anti-moss" copper strip on the ridge of the Chancel roof has been renewed and 22 stone tiles replaced on the roof itself. The pipes and soak away at the north aisle downpipe were cleared of debris and a new soak away made with a new inspection chamber. The chamber (in the NW of churchyard) for foul water drainage from the extension was cleared, the brickwork rebuilt and a new cast iron cover fitted. The Parish Council have replaced the west gate and repaired a broken tomb in the churchyard.

We experienced two breakages during the year of the pane of glass in the external notice board, which is regrettable.

Internal

A handrail has been installed on the north pillar for the platform steps, and a plaque placed above the tower door in memory of Doug Jordan and to commemorate work on the tower in 2007/08. Two short pews in the north aisle have been removed as an experiment to create two extra family spaces.

A mosaic presented to the church by Kath Luker has been hung on the extension staircase in a position where it can be viewed from most parts of the church.

Working Day

A working Day was held on 24th April 2010 during which many areas of the church and churchyard were given a spring clean.

Tower

The bell ringers have cleaned and re-decorated the ringing chamber.

Church Hall

The Church Hall continues to be widely used and is generally in good order. It has been used five days a week in the daytime since March 2010 by Little Pippins Pre-school, while their new building in Freeman Orchard is under construction. We are grateful to all those who have made this possible, including the Evergreens and Fledglings who have modified their arrangements to help accommodate Little Pippins.

The exterior woodwork of the church hall was painted this year.

We are grateful to Wendy Sinclair for managing the church Hall and to all those who help to keep it clean and in working order. There are a number of general repairs and grounds work that need to be carried out each year and the details of these can be found in the hall Log Book.

Work Planned for 2011 on the church and church hall

This includes:

- Redecorating the north transept and crossing, during May and June.

- Painting all the ferris work on the windows, guttering and downpipes, and redecorating the extension windows and facia boards.
- Buying and installing a new flagpole.
- Improving the sound insulation for the bell chamber openings and putting a new bush in one of the bell clappers.
- Giving the church hall a facelift and some refurbishment once Little Pippins have moved back to Freeman Orchard.

Allan Macarthur and Tony Hughes, Church Wardens.

Signed  Chairman Date 27/3/11